|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Project Team: Inwerken Course Year: 2018 Auditor Name: Jagjot Bhardwaj & Maninder Singh | First Audit | Extra Audit | Second Audit | Extra Audit | Third Audit | Extra Audit | Final Audit |
| Project Specification Document |  |  |  |  |  |  |  |
| Document contains correct spelling and grammar |  |  |  |  |  |  |  |
| Scope, vision, and goals are identified |  |  |  |  |  |  |  |
| Document is easy to navigate |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Project Planning |  |  |  |  |  |  |  |
| Project Lifecycle is described |  |  |  |  |  |  |  |
| Stakeholders and Resources are identified |  |  |  |  |  |  |  |
| Assumptions are identified | 1 |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Project Tracking |  |  |  |  |  |  |  |
| Tracking information and links provided | 2 |  |  |  |  |  |  |
| Communication Plan completed |  |  |  |  |  |  |  |
| Deliverables identified |  |  |  |  |  |  |  |
| Project metrics identified |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Requirements |  |  |  |  |  |  |  |
| Summary or Overview is provided |  |  |  |  |  |  |  |
| User Roles are identified and described |  |  |  |  |  |  |  |
| Use Case Diagram developed/created |  |  |  |  |  |  |  |
| User stories are described |  |  |  |  |  |  |  |
| Acceptance criteria is described |  |  |  |  |  |  |  |
| Verification tasks are identified |  |  |  |  |  |  |  |
| Constraints and limitations are identified |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Software Design |  |  |  |  |  |  |  |
| Summary or Overview is provided |  |  |  |  |  |  |  |
| High-level components are identified |  |  |  |  |  |  |  |
| Activity, Class, and Sequence Diagrams present |  |  |  |  |  |  |  |
| Data Architecture is described |  |  |  |  |  |  |  |
| Design alternatives are identified |  |  |  |  |  |  |  |
| UI Description and Mockup completed |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Project Closure |  |  |  |  |  |  |  |
| Updated Goals and Vision are provided |  |  |  |  |  |  |  |
| Description of delivered solution is provided |  |  |  |  |  |  |  |
| Remaining work is described |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Project Postmortem |  |  |  |  |  |  |  |
| Document language is clear |  |  |  |  |  |  |  |
| Project highlights and lowlights discussed |  |  |  |  |  |  |  |
| Project Size and Effort Estimates updated |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Coding Standard |  |  |  |  |  |  |  |
| Coding standard available |  |  |  |  |  |  |  |
| Standard is clear and unambiguous |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Code Review |  |  |  |  |  |  |  |
| Code stored in CMS |  |  |  |  |  |  |  |
| Code adheres to coding standard |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Sprint Report Document |  |  |  |  |  |  |  |
| Document language is clear |  |  |  |  |  |  |  |
| Sprint Planning Meeting conducted |  |  |  |  |  |  |  |
| Sprint Review Meeting conducted |  |  |  |  |  |  |  |
| Sprint Retrospective conducted |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Weekly Report Document |  |  |  |  |  |  |  |
| Vision and Overall Description completed |  |  |  |  |  |  |  |
| Highlights and lowlights are listed for the week |  |  |  |  |  |  |  |
| Accomplishments and Goals are given |  |  |  |  |  |  |  |
| Weekly Reports frequently completed |  |  |  |  |  |  |  |
| Risks and Issues are listed and updated |  |  |  |  |  |  |  |
| Project Success Tracking completed |  |  |  |  |  |  |  |
| Weekly Reports are frequently completed |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Trac / SVN / Jenkins |  |  |  |  |  |  |  |
| Trac site provides easy navigation |  |  |  |  |  |  |  |
| Trac tickets are being used |  |  |  |  |  |  |  |
| Project Documents stored in SVN repository |  |  |  |  |  |  |  |
| Team member contact information available |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

Comments:

1. Please mention all the assumptions. If you already have then remove the empty cells.
2. Kindly mention the links.